

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CERTIFICATION REQUIREMENTS FOR
SPECIAL EDUCATION ADMINISTRATOR**

I. PROFESSIONAL CERTIFICATE:

A special education administrator certificate, valid for a period of five (5) years from the date of issuance, will be issued to those persons meeting the following requirements:

- A.** Possess or be eligible to possess a Missouri permanent or professional certificate of license to teach in an area of special education;
- B.** Two (2) years of teaching experience approved by the Department of Elementary and Secondary Education;
- C.** Achieve a score equal to or greater than the Missouri qualifying score on the assessment designated by the State Board of Education;
- D.** All required professional education course work must be completed;
- E.** Completion of a course in Psychology and/or Education of the Exceptional Child (including the Gifted);
- F.** A master's degree in educational administration, special education or a related services field from a college or university approved by the Missouri Department of Elementary and Secondary Education to prepare school administrators; and
- G.** Completion of nine (9) semester hours of graduate course work in special education with two (2) of the nine (9) semester hours focused on special education administration.

II. RENEWAL OF CERTIFICATE:

The certificate may be renewed for a ten (10)-year period under the following conditions:

- A.** A minimum of five (5) years experience as a special education administrator during the previous ten (10) years; or
- B.** Persons who have not served at least five (5) years as a full-time special education school administrator during the previous ten (10)-year certification period shall complete a planned program of graduate credit and/or professional development activities, equivalent to six (6) graduate semester hours approved by the Commissioner of Education.